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# MEMORANDUM

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE  
PUBLIC HEALTH SERVICE

HEALTH RESOURCES ADMINISTRATION  
BUREAU OF HEALTH RESOURCES DEVELOPMENT

TO : Eugene Rubel

DATE: October 23, 1974

FROM : R. L. Peterson 

SUBJECT: Staff Assignments to Work Groups

Per our decision of several weeks ago, three additional work groups have been established with a chairman (or project manager) designated for each. They are:

Agency Selection, Judy Silsbee (DRMP), with a general charge of developing the (1) substantive requirements and policies relative to the organization, staffing, and management of State and local health planning and resource development agencies (SHPDAs and HSAs) and (2) administrative requirements and operating procedures to be employed in the selection (or designation) of SHPDAs and HSAs and their funding.

Section 1122/Regulatory Activities, Sam Stiles (DCHP), with a general charge of revising existing and, where appropriate, developing new (1) substantive requirements and policies relative to the expanded Section 1122 and any other regulatory programs and (2) the operating requirements and procedures with respect thereto.

Review and Approval Functions, Ken Baum (DRMP), with an initial charge of (1) identifying the specific grant and contract programs that would be subject to the review and approval authority of SHPDAs and HSAs and (2) obtaining selected relevant information (e.g., funding levels, annual application workload) about each.

To date staff assignments other than the chairmen themselves, have only been made to the last, the Review and Approval Functions Work Group. Rita Fox, Jerry Stolov, and Harold White (DRMP) and Ben Neufeld (DCHP) will be working with Mr. Baum. These assignments have been discussed with and concurred on by Drs. Pahl and Rorrie. I also have spoken with Dr. Graning and assignment of a person from DFU to that group is anticipated shortly.

One additional person, Frank Zizlavsky of DRMP, has recently been assigned to the Area Designation Work Group also. That assignment similarly was cleared with Dr. Pahl.

cc: Mr. Baum	Mr. Neufeld	Mr. Stiles
Miss Fox	Dr. Pahl	Mr. Stolov
Mr. Gradell	Mr. Posta	Mr. Teets
Dr. Graning	Dr. Rorrie	Mr. White
Mr. Levi	Mrs. Silsbee	Mr. Zizlavsky
Mr. Nash		